



JAMES A. NOYES, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

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IN REPLY PLEASE
REFER TO FILE:

PJ-1

December 26, 2002

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**MAYBERRY COUNTY PARK GENERAL IMPROVEMENTS PROJECT
APPROVE APPROPRIATION ADJUSTMENT
APPROVE REVISED PROJECT BUDGET
AWARD CONSTRUCTION CONTRACT
SPECS. 6583; C.P. 86435
SUPERVISORIAL DISTRICT 1
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
THE DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Approve the enclosed Appropriation Adjustment (Enclosure D) in the amount of \$149,000 to reduce required funding from Safe Neighborhood Parks Proposition A Excess Funds and Park In-Lieu Fees for the Mayberry County Park General Improvements Project.
2. Approve the revised project budget of \$1,358,528, for the Mayberry County Park General Improvements Project.
3. Award and authorize the Director of Public Works to execute a construction contract in the form previously approved by County Counsel to First Enterprise for the Mayberry County Park General Improvements Project, in the amount of \$830,000 funded by net County cost, the Regional Park and Open Space District, and Park In-Lieu Fees Special Fund; and establish the effective contract date following receipt of approved Faithful Performance and Labor and Materials Bonds and insurance certificates filed by the contractor.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On October 15, 2002, your Board adopted the plans and specifications for the project at an estimated construction cost between \$722,835 and \$966,398 and authorized advertising for construction bids. The apparent lowest responsible bid of \$830,000 was received on November 12, 2002, from First Enterprise.

The project includes constructing a 2,030-square-foot multi-purpose building and fenced exterior courtyard, replacing the wood flooring and installing a public announcement system in the gymnasium, renovating the play area, and constructing various site improvements. The site improvements include installing an information kiosk, security lighting, and concrete benches; replacing three exterior drinking fountains; planting shade trees; and constructing concrete walkways.

Parks and Recreation will employ at-risk youth to perform pre-construction site preparation, plant boxed trees and plant materials, and install concrete benches.

Implementation of Strategic Plan Goals

This project meets the County's Strategic Plan Goals of Fiscal Responsibility and Children and Families Well-Being by investing in public infrastructure and providing enhanced recreational opportunities to assure good health and social well-being.

FISCAL IMPACT/FINANCING

The recommended construction contract with First Enterprise is for \$830,000. In addition, \$124,500 (approximately 15 percent of the contract amount) has been allocated for change orders in the construction budget.

The revised total project cost, including plans and specifications, plan check, construction, unforeseen site conditions, consultant services, at-risk youth, miscellaneous expenditures, and County services, is currently estimated at \$1,358,528, which is \$149,972 less than the amount previously authorized by your Board on October 15, 2002. The lowest responsible bid of \$830,000 submitted by First Enterprise was \$136,398 less than Public Works' fair construction cost estimate of \$966,398. In addition, the change order contingency fund was increased by \$27,860 to accommodate any future unanticipated construction changes which eliminated the need for the \$41,434 budgeted for unforeseen site conditions. The Project Schedule and Budget Summary are included in Enclosure A.

The project is being funded from a First District allocation of 1999-2000 Extraordinary Maintenance Funds (\$995,000); Safe Neighborhood Parks Proposition of 1996 under Section 3, Subsection (a), Paragraph (1), Subparagraph (O) (\$84,659), Subparagraph (QQii) (\$134,571), and Subparagraph (VV) (\$55,770); Chief Administrative Office Deferred Maintenance Match Program funds (\$12,500); and Park In-Lieu Fees Special Fund from Park Planning Area No. 2 (\$76,028).

The enclosed appropriation adjustment (Enclosure D) will reduce the amount of required funding from the Safe Neighborhood Parks Proposition Excess Funds and Park In-Lieu Fees.

Sufficient appropriation is available in the Fiscal Year 2002-2003 Capital Projects budget (C.P. 86435) to fund this project.

Operating Budget Impact

Parks and Recreation and the Chief Administrative Office have reviewed the anticipated operating requirements for the project and are currently estimating a one-time start-up fee of \$11,480 for recreation supplies, children's school chairs and tables, and arts and crafts supplies. In addition, ongoing annual operating costs are estimated at \$108,142 to operate, program, and maintain the facility. This includes costs for one full-time recreation supervisor, one full-time hourly recreation leader, and one half-time custodian plus ongoing costs for utilities, recreation and maintenance supplies, and a minor increase in the grounds maintenance contract.

Sufficient funding is available in the Provisional Financing Uses budget and will be included in Parks and Recreation's 2003-2004 proposed budget, as completion of the improvements is tentatively scheduled for September 2003.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard construction agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring of qualified displaced County employees will be included in the contract.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of contract award, First Enterprise is willing to consider Greater Avenues for Independence participants for future employment.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

First Enterprise is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Services Program).

ENVIRONMENTAL DOCUMENTATION

On October 15, 2002, your Board found this project to be categorically exempt from the California Environmental Quality Act.

CONTRACTING PROCESS

On October 15, 2002, your Board adopted the plans and specifications for the project at an estimated construction cost between \$722,835 and \$966,398 and authorized advertising for construction bids. On November 12, 2002, seven bids were received. First Enterprise, with a bid of \$830,000, was the lowest responsible bidder meeting the criteria adopted by your Board. The bid results are summarized in Enclosure B.

As requested by your Board on February 3, 1998, this contract opportunity was listed on the "Doing Business with the County" website (Enclosure C).

First Enterprise's Community Business Enterprise participation data and three-year contracting history are on file with Public Works.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The park will remain open during construction. However, beginning in February 2003 and continuing throughout the seven-month construction duration, there will be certain limitations on using the gymnasium, play area, and exterior basketball courts. The existing modular trailer housing the tiny-tot program will be temporarily relocated to one of the exterior basketball courts to accommodate construction of the new building, and the second exterior basketball court will be used as a construction staging area. The construction schedule has been coordinated with Parks and Recreation to maintain a substantial level of service and access to the park facilities during construction.

CONCLUSION

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects), Parks and Recreation, and Public Works.

Respectfully submitted,

JAMES A. NOYES
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

TIM GALLAGHER
Director of Parks and Recreation

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cc: County Counsel
Department of Public Social Services (GAIN Program)
Office of Affirmative Action Compliance

December 26, 2002

ENCLOSURE A

**MAYBERRY COUNTY PARK GENERAL IMPROVEMENTS PROJECT
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I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date	Actual Completion Date
Construction Documents	08/12/02		08/12/02
Jurisdictional Approvals	08/26/02		08/26/02
Construction Award	12/10/02	01/07/03	
Construction Start	02/01/03		
Substantial Completion	09/02/03		
Final Acceptance	11/25/03		

II. PROJECT BUDGET SUMMARY

Budget Category	Board Approved Project Budget	Impact of this Action	Current Project Budget
Plans and Specifications			
Needs Assessment	\$ 8,830	\$ 0	\$ 8,830
Basic Design Services	85,131	0	85,131
Construction Administration	20,546	0	20,546
Consultant Services	13,840	0	13,840
Total Plans and Specifications	\$ 128,347	\$ 0	\$ 128,347
Plan Check	\$ 9,879	\$ 0	\$ 9,879
Construction			
Construction	\$ 966,398	\$ (136,398)	\$ 830,000
Change Order Contingency (15 percent)	96,640	27,860	124,500
At-risk Youth Employment*	20,250	0	20,250
Total Construction	\$ 1,083,288	\$ (108,538)	\$ 974,750
Unforeseen Site Conditions	\$ 41,434	\$ (41,434)	\$ 0
Other Consultant Services	\$ 11,200	\$ 0	\$ 11,200
Miscellaneous Expenditures	\$ 6,500	\$ 0	\$ 6,500
County Services	\$ 227,852	\$ 0	\$ 227,852
TOTAL	\$ 1,508,500	\$ (149,972)	\$ 1,358,528

* Includes youth labor and materials.

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ENCLOSURE B

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BID SUMMARY

The project includes constructing a 2,030-square-foot multi-purpose building and fenced exterior courtyard, replacing the wood flooring and installing a public announcement system in the gymnasium, renovating the play area, and constructing various site improvements. The site improvements include installing an information kiosk, security lighting, and concrete benches; replacing three exterior drinking fountains; planting shade trees; and constructing concrete walkways

Bid Opening Date:

November 12, 2002

Bid Summary:

<u>Bidder</u>	<u>Total Lump Sum Bid</u>	
1. First Enterprise	\$	830,000
2. Metro Builders & Engineers Group Ltd.	\$	859,780
3. KOAM Construction Inc.	\$	887,000
4. AWI Builders Inc.	\$	919,890
5. Emma Corporation	\$	988,000
6. Award Building Services	\$	1,014,950
7. Newman Midland Group	\$	1,196,100

Financial Information:

Public Works' fair construction cost estimate was between \$722,835 and \$966,398.

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ENCLOSURE C

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BID SOLICITATION

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ENCLOSURE D

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APPROPRIATION ADJUSTMENT